

Mrs. Rhoda Bell

Royal Charter and By-Laws
of
The Victorian Order of Nurses
for Canada.



ALSO
RESOLUTIONS

Passed at a Meeting of the Board of Governors on
4th January, 1900.

OTTAWA :
THE MORTIMER CO., LIMITED.
1901.

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THE VICTORIAN ORDER OF NURSES.

PATRON,

His Excellency, the Governor-General of Canada.

HON. PRESIDENT,

Her Excellency, the Countess of Minto.

FOUNDER,

The Countess of Aberdeen.

PRESIDENT.

Hon. Mr. Justice Burbidge.

VICE-PRESIDENTS.

Hon. George A. Cox.

Hon. George A. Drummond.

HONORARY SECRETARIES.

James W. Robertson, Esq.,

Thos. Gibson, Esq., M.D.

HONORARY TREASURERS.

Mrs. Edward Griffin,

J. M. Courtney, Esq., C.M.G.

CHIEF LADY SUPERINTENDENT.

Miss Macleod,

578 Somerset Street, Ottawa.

CENTRAL OFFICE.

(to which all correspondence should be addressed)

578 Somerset Street, Ottawa.

THE EXECUTIVE COUNCIL.

The Honorary President. The President.

The Vice-Presidents. The Honorary Secretaries.

The Honorary Treasurers and Lady Ritchie,

Mrs. Foster, Sir John Bourinot, K.C.M.G., Hon. G. W. Allan,

Sir Sandford Fleming, K.C.M.G., Rev. J. Edgar Hill, D.D.,

H. T. Bovey, Esq., LL.D.

BOARD OF GOVERNORS.

Appointed by His Excellency, the Governor-General, as Patron of the Order.

The Countess of Aberdeen,	Lady Ritchie.
Hon. Mr. Justice Burbidge	Hon. Geo. A. Cox.
Sir John G. Bourinot, K.C.M.G.	

Appointed by the Montreal Local Association.

Hon. George A. Drummond.	Hon. L. J. Forget.
Professor Robert Craik, M.D.	Professor H. T. Bovey, LL.D.
Rev. J. Edgar Hill, D.D.	

Appointed by the Toronto Local Association.

Lady Thompson.	Hon. G. W. Allen.
D. R. Wilkie, Esq.	J. D. Thorburn, Esq., M.D.
James M. Courtney, Esq., C.M.G.	

Appointed by the Ottawa Local Association.

Mrs. George E. Foster.	Sir Sandford Fleming, K.C.M.G.
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Appointed by the Halifax Local Association.

Rev. S. J. Black, D.D.	Rev. E. P. Crawford.
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Appointed by the Kingston Local Association.

Principal Grant, LL.D.

Appointed by the St. John Local Association.

His Honour Judge Forbes.	J. G. Taylor, Esq.
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Appointed by the Hamilton Local Association.

Mrs. J. M. Gibson.	Thos. W. Watkins, Esq.
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Appointed by the Canadian Medical Association.

Sir Wm. Hingston, M.D.	F. W. Campbell, Esq., M.D.
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Appointed by the College of Physicians and Surgeons of the Province of Quebec.

E. LaChapelle, Esq., M.D.

Appointed by the Medical Society of Nova Scotia.

S. W. Muir, Esq., M.D.

Appointed by the Medical Society of Prince Edward Island.

Richard Johnston, Esq., M.D.



THE ROYAL CHARTER.

{ L.S. } VICTORIA, by the Grace of God, of the
United Kingdom of Great Britain and
Ireland, Queen, Defender of the Faith, etc.

To all to whom these Presents shall come, Greeting :

Whereas, divers of our loving subjects of the Dominion of Canada are desirous of founding a Victorian Order of Nurses for Canada, as a memorial of our Diamond Jubilee and have subscribed certain sums of money, and have taken other steps for the purpose of founding the Order. And whereas it is expedient that a Governing Body, which shall have the management and control the Order and of its affairs should be constituted and incorporated.

Now know ye that We by virtue of Our Royal Prerogative and of Our special grace, certain knowledge and mere motion, do by these presents for Us, Our heirs and successors grant, will and ordain as follows, that is to say :—

1. The Board of Governors of the Victorian Order of Nurses for Canada, constituted as hereinafter provided, shall be a body corporate and politic, and by that name may sue and be sued; may have a common seal, and may alter the same at pleasure; may hold real and personal estate and receive grants and devises of the same, provided that the annual value of the real estate so held granted or devised shall not exceed in the whole £5,000 per annum; may appoint general officers, including District Lady Superintendents, define their duties and fix the amount of their compensation; may grant diplomas to nurses; and may prescribe the terms and con-

ditions on which such diplomas may be granted and held ; may establish Local Associations and may from time to time make rules, regulations and by-laws for the government of the Order, and the management of its affairs.

2. His Excellency, the Governor General of Canada, shall be Patron of the Order.

3. The Board of Governors shall be constituted as follows, that is to say :—

(a) His Excellency the Governor General as Patron of the Order, shall appoint five members of the Board.

(b) The Board of Management of each Local Association having an annual income of at least five hundred dollars shall appoint one member, and an additional member for every additional one thousand dollars of annual income in any way accruing for the purposes of the Association.

(c) The Canadian Medical Association shall appoint two members ; and

(d) Each Provincial Medical Association shall appoint one member.

4. The Board of Governors may appoint an Executive Council, and may from time to time define its numbers and powers.

5. The objects of the Order are :—

(a) To supply nurses, thoroughly trained in Hospital and District Nursing, and subject to one Central Authority for the nursing of the sick who are otherwise unable to obtain trained nursing in their own homes, both in town and country districts ;

(b) To bring Local Associations for supplying District Nurses into association by affiliation with the Order which bears Her Majesty's Name, and to afford pecuniary or other assistance to such Local Associations ;

- (c) To maintain, as a first necessity, a high standard of efficiency for all District Nursing ;
- (d) To assist in providing small Cottage Hospitals or Homes.

6. The Board of Governors may establish a Local Association of the Order at any place in Canada, and may from time to time prescribe the territorial limits within which the work of such Local Association shall in general be carried on.

7. The Board of Management of each Local Association shall consist of not more than twelve members to be elected by life members of the Association who have contributed not less than one hundred dollars, and by members of the Association who contribute not less than five dollars annually.

8. Each Local Board of Management may appoint the officers and servants of the Association, define their duties and fix the amount of their compensation ; and may from time to time make general rules and regulations for the management of the affairs of the Association ; provided always that no rule or regulation defining the duty of any officer or servant of the Association or making provision for the management of the affairs of the Association shall be valid if it conflict with any rule, regulation or by-law enacted by the Board of Governors of the Order or if the Board of Governors by resolution should disallow the same.

9. A copy of every by-law made by the Board of Governors for the government of the Order and the management of its affairs shall immediately after the same is made be sent to one of Our Principal Secretaries of State, and if We should think fit to disallow such by-law, the same shall become void and of no effect from and after the day when Our disallowance thereof shall be signified to the Board of Governors.

10. And we do hereby resolve and declare that We, Our heirs and successors have full power and right to alter, amend, extend, or add to the provisions of this Our Charter by Supplementary Charter.

In witness whereof, we have caused these our letters to be made patent.

Witness Ourselves at Westminster, this Twenty-eighth day of December, in the sixty-second year of our reign.

By warrant under the Queen's sign manual.

{ L. S. } MUIR MACKENZIE.

Extract from The Municipal Amendment Act, 1897.

60.—VICT. C. 45. S. 25. *Of the Province of Ontario.*

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Section 25:—The Council of any Municipality may assist the Victorian Order of Nurses by a grant of money to the Order.

BY-LAWS AND REGULATIONS.

PART I.

Board of Governors.

1.—The members of the Board of Governors, appointed by His Excellency the Governor General, as Patron of the Order, shall hold office during pleasure.

2.—The other members of the Board of Governors shall hold office until the next Annual Meeting of the Association by which they are respectively appointed.

Annual Meetings of the Board of Governors.

3.—The annual meeting of the Board of Governors shall be held at Ottawa, or at such other place as the Executive Council may determine, on the first Thursday in the month of March of each year.

4.—Notice of the time and place for the holding of the annual meeting shall be given by one of the Secretaries at least fifteen days previously thereto, by a notice to that effect, mailed to the address of each member of the Board of Governors, and also to the Secretary of each Local Board of Management.

5. If, from any cause, the annual meeting of the Board of Governors is not held, or due notice thereof not given, the Executive Council shall cause a special meeting of the Board of Governors, to be called as soon as may be thereafter, for the purpose of transacting the business of the annual meeting; and at such meeting all matters may be dealt with and acted upon as if such meeting were in fact the annual meeting of the Board of Governors.

6. The President, or in his absence, one of the Vice-Presidents, or any member of the Board of Governors who may be chosen by a majority of those present at any meeting, shall preside, and shall decide all questions of order, subject to an appeal to the Board. Five members of the Board of Governors shall constitute a quorum for the transaction of business at any meeting.

7.—The order of business for the annual meeting shall be :

The reading and disposal of minutes of the last meeting ;

The reading and disposal of communications ;

Report of the Executive Council ;

Reports of Committees appointed by the Board of Governors ;

Reports of the General Officers ;

Unfinished business ;

Nomination and election of General Officers for the ensuing year ;

Appointment of the members of the Executive Council ;

New business.

Special Meetings of the Board of Governors.

8. Special meetings of the Board of Governors may be called by the Executive Council, or on the requisition in writing of any five members of the Board ; and in every such call or requisition for a special meeting, a statement shall be made of the definite purpose for which such special meeting is called, and no business other than that mentioned in the notice calling the same, shall be transacted at such special meeting.

9.—At least fifteen days' notice of any special meeting shall be given by one of the Secretaries, by mailing a notice

to that effect to the address of each member of the Board of Governors and also to the Secretary of each Local Board of Management.

The Executive Council.

10.—The Executive Council shall consist of the Honorary President, the President, the Secretaries, the Treasurers, and not less than five members of the Board of Governors, to be appointed by the Board at its annual meeting.

11.—Any vacancy occurring in the Executive Council between the annual meetings of the Board of Governors, may be filled by the remaining members of the Executive Council, and any members so appointed shall hold office until the next annual meeting of the Board of Governors.

12.—The Executive Council shall, subject to the Charter and by-laws, and any direction of the Board of Governors, carry on the work and administer the affairs of the Order.

13.—The Executive Council shall meet for the transaction of business at three o'clock p. m. on the first Thursday in each month, at the Home of the Order, at Ottawa, or at such other time or place as may from time to time be determined by the Executive Council.

14.—Special meetings of the Executive Council may be called at any time by the President, and in his or her absence from the City of Ottawa, by any two members of the Council.

15.—Notice of the time and place of holding any special meeting of the Executive Council shall be given by one of the Secretaries to each member of the Council.

16.—Three members of the Executive Council shall constitute a quorum for the transaction of business; and all members of the Executive Council shall have the right to vote.

17.—The President and Secretaries of the Board of Governors shall be the Chairman and Secretaries of the

Executive Council, and in the absence, at any meeting of the Council, of the President or Secretaries, the Council may appoint a Chairman or Secretary for such meeting.

General Officers.

18.—The General Officers of the Order shall consist of an Honorary President, a President, two or more Vice-Presidents, two Secretaries, two Treasurers, a Chief Lady Superintendent and the District Lady Superintendents.

19.—The President, Vice-Presidents, Secretaries and Treasurers shall be elected at the annual meeting of the Board of Governors, and shall hold office until the next annual meeting of the Board of Governors. Only members of the Board of Governors shall be eligible for election as President and Vice-Presidents.

20.—Any vacancy occurring between the annual meetings of the Board of Governors, may be filled by the Executive Council; and officers so appointed by the Executive Council shall hold office until the next annual meeting of the Board of Governors.

Duties of Chief Lady Superintendent.

21.—It shall be the duty of the Chief Lady Superintendent :

- (a) To carry out the directions of the Board of Governors, and of the Executive Council, for the efficient working of the Order;
- (b) To test the efficiency of candidates for the work of the Order;
- (c) To recommend candidates for admission to the Order;
- (d) To inspect the work of all District Lady Superintendents, nurses and homes belonging to the Order, and to

make reports to the Board of Management of Local Associations on the work and homes of nurses;

- (e) When necessary, to suspend nurses and to recommend their dismissal;
- (f) To recommend suitable District Lady Superintendents.

Duties of District Lady Superintendents.

22.—It shall be the duty of each District Lady Superintendent:

- (a) To carry out the directions of the Local Board of Management for the efficient working of the Order;
- (b) To supervise the work of the nurses employed by the Local Association, and to be responsible for the management of the home in which they live;
- (c) To make such periodical reports concerning the work of the nurses under her as may be required by the Local Board of Management or by the Chief Lady Superintendent;
- (d) Where there is a Training Home, to supervise the training of the probationers in accordance with the directions of the Chief Lady Superintendent.

Management of the Property and Funds of the Order.

23.—The Board of Governors shall have control over all real estate and other assets and funds of the Order, subject to any conditions that may attach to the grant, devise, or gift thereof, and subject also to the provisions of the by-laws of the Order; and the Board of Governors may lease, mortgage, sell, or exchange and convey, any real estate of the Order.

24.—Where there is no special designation by the giver of a subscription to the funds of the Order, one-quarter of it shall go to the general funds of the Order, and three-quarters to the funds of the Local Association, if any, in the place

where the subscription is obtained; and if there be at the time no Local Association in the place where such subscription is obtained, the whole shall go to the general funds of the Order.

25.—Except in cases where it is otherwise designated by the subscriber to the funds of the Order, the Board of Governors and the several Boards of Management of the Local Associations may respectively, in their discretion, use a portion of the capital funds of the Order, or of the Association, as the case may be, for the purpose of carrying on the work of the Order.

26.—The Board of Governors, or the Executive Council, may from time to time make grants in aid of the funds of any Local Association, or of any District Committee, not otherwise able to obtain the amount required to meet the expenses of the Association or Committee.

27.—The financial year of the Order, and of each Local Association of the Order shall end on the thirty-first day of December of each year, and the accounts of the Order and of each Local Association and District Committee shall be forthwith made up and audited. The accounts of the Order shall be audited by two or more auditors appointed by the Board of Governors or Executive Council, and those of each Local Association or District Committee by two or more auditors appointed by the Board of Management thereof, or by the District Committee, as the case may be. The Secretary of each Local Association and of each District Committee shall transmit a copy of the accounts of such Association or District Committee, with the Auditors' report thereon to one of the Secretaries of the Order; and the accounts of the Order, and of each Local Association and District Committee, with the several reports of the auditors thereof shall be laid before the Board of Governors at their next annual meeting.

Local Associations.

28.—Each Local Association shall have authority, and it shall be its duty :

- (a) To carry on the work of the Order within the territorial limits assigned to the Local Association, in accordance with the Royal Charter of the Order, and with the rules, regulations and by-laws made by the Board of Governors, and to administer its affairs ;
- (b) To engage nurses for the work of the Local Association, and to pay their salaries ;
- (c) To fix the scale of charges to patients, and to remit them wholly or in part in cases where that is necessary ;
- (d) To provide board, lodging and laundry for the nurse or nurses employed by the Local Association, and to keep up the prescribed uniform of the Order ;
- (e) To arrange for the formation of District Committees to work under the direction of the Local Board of Management, and to assist outlying districts within the territorial limits assigned to the Local Association to arrange for the employment of nurses ;
- (f) To report to the Board of Governors, and to give facilities for inspection by the Chief Lady Superintendent or any other person appointed by the Board ;
- (g) In places where a home for training in district nursing has been established, to engage probationers for the Victorian Order for training in district nursing, such engagements to be made on the recommendation of the District Lady Superintendent, and with the approval of the Chief Lady Superintendent ;
- (h) To send to the President of the Board of Governors a copy of all rules, regulations, and by-laws made for the management of the affairs of the Association.

District Committee.

29.—A district Committee to consist of not less than five persons, may be formed at any place where it is proposed to establish a Local Association of the Order or to employ one or more Victorian nurses. If such place is not within the territorial limits of any Local Association, it shall be formed with the approval of the Board of Governors, or of the Executive Council. If it is within the territorial limits of any Local Association, it shall be formed with the approval of the Board of Management of such Local Association. Any District Committee at any place, having independently of any aid given to it by the Order, or any Local Association of the Order, an annual income of at least five hundred dollars may be constituted and established as a Local Association at such place with such territorial limits as the Board of Governors may from time to time prescribe.

30.—Any District Committee may appoint a Chairman, a Secretary and a Treasurer, and such sub-committees as it may deem necessary to carry on the work of the Order at such place, and it may, subject to the approval of the Board of Governors, or of the Executive Council, make such regulations not inconsistent with the charter and by-laws of the Order, as it deems expedient.

A copy of any such regulation shall be sent to the President of the Board of Governors.

**Conditions on Which the Services of a Victorian Nurse
may be Obtained.**

31.—The Local Board of Management, or the District Committee must give a guarantee that the nurse shall be provided with suitable board, lodging and laundry, a salary of three hundred dollars a year, and the uniform prescribed by the Order.

32.—The Local Board of Management, or the District Committee must undertake that the nursing work will be carried on according to the charter, rules, regulations and by-laws of the Order.

33.—The Local Board of Management, or the District Committee shall fix the fees for the nurse's attendance, according to the local requirements.

By-Laws.

34.—No alteration in the by-laws shall be made except by a vote of at least two-thirds in number of the members of the Board of Governors present at an annual meeting, or at a special meeting called for the purpose, and in either case reasonable notice of the proposed alteration shall be given by one of the Secretaries to each member of the Board of Governors.

General.

35.—Members of the Board of Governors, of the Executive Council, and officers and members of Committees whose term of office might otherwise be determined by the provisions of these by-laws, shall, notwithstanding anything herein contained, continue in office until their successors respectively shall be appointed.

36.—Whenever the day, on which any meeting mentioned in the by-laws is to be held, falls on a *dies non juridicus* it shall be held on the first day thereafter that is not a *dies non juridicus*.

PART II.

THE ADMISSION, TRAINING AND STATUS OF VICTORIAN NURSES.

Admission to the Order.

37.—Any nurse may be admitted to the Victorian Order of Nurses for Canada, who :

(a) Has a diploma or certificate from a Hospital Training School approved by the Executive Council ;

(b) . . . been trained in district nursing and in the nursing of maternity cases, and has such experience in the nursing of infectious diseases as the Executive Council may require ;

(c) Has received the approval of the Chief Lady Superintendent ;

(d) Is willing to enter the service of the Order for two years, and to go wherever sent, and to nurse under the supervision of the District Superintendent, or Head Nurse, or alone subject to the directions of the doctor in charge of the case and the Local Board of Management or District Committee of the Victorian Order.

38.—The Board of Governors or the Executive Council may in exceptional cases, and for what appear to them to be good and sufficient reasons admit a nurse to the Order although all the requirements herein prescribed have not been complied with.

39.—If for any reason it is not convenient to defer the question of the admission of one or more nurses to the Order until the next annual meeting of the Board of Governors, or to call a special meeting of the Board for that purpose, the power of the Board of Governors to admit such Nurse or Nurses to the Order may be exercised by the Executive Council.

40.—Every Nurse admitted to the Order shall be given a bronze badge to be held by the Nurse during her term of service in the Order, or until she receives an appointment which entitles her to the silver badge.

Training in District Nursing.

41.—Candidates who have no knowledge of district nursing may obtain such training at one of the Training Homes of the Victorian Order.

42.—Applications for admission to the Training Homes should be addressed to one of the District Superintendents, and should be approved by the Chief Lady Superintendent and laid before the Local Board of Management.

43.—A course of training in district nursing at one of the Homes does not as a matter of course entitle a Nurse to admission to the Victorian Order; the Board of Governors reserves to itself the right of admitting on the recommendation of the Chief Lady Superintendent those who have passed through the prescribed training, and been found suitable for the work. A diploma will be granted to any nurse who finishes her training satisfactorily, but does not wish to enter the Order.

Regulations for the Training Homes of the Victorian Order.

44.—The candidate, if approved, will be received into the Training Home on trial for one month, in order to enable her to become acquainted with the nature of the work of nursing patients in their own homes, and to enable the District Lady Superintendent and the Local Board of Management to ascertain her fitness for the work. If suitable, she will continue the course of training in the practice of District Nursing, with practical instruction for three months, during which period she will be considered a probationer.

45.—If the probationer prove unsuited to the work she will be paid an allowance of fifteen dollars for the first month of trial. But if she is found to be suitable she will be paid an allowance of twenty dollars for such first month, and the same salary will be continued during the remaining three months of probation.

46.—Probationers and Nurses will be subject to the authority of the District Lady Superintendent, and must conform to the rules and regulations of the Home.

47.—On the completion of her training, the name of the Probationer may be submitted by the Chief Lady Superintendent to the Executive Council, as being eligible to be admitted to the Victorian Order of Nurses.

48.—Any nurse who has been admitted to the Order, but for whom no district can be at once assigned, may take, and the Board of Governors, through the Lady Superintendent will assist her to obtain, employment as a Nurse until her services are required by the Order, and the time during which she is so employed shall be taken to be part of the two years for which she has agreed to enter the service of the Order.

Regulations for Victorian Nurses after admission to the Order.

49.—After admission to the Order, and on being assigned a District, a Victorian Nurse will be paid a salary of not less than three hundred dollars a year, with board, lodging, laundry and uniform. Those who are appointed to be Superintendents will be paid a higher rate of salary according to the work and responsibility required of them.

50.—Nurses in any Home of the Order shall be responsible directly to the District Superintendent or Head Nurse.

51.—The Executive Council may dismiss from the Order any Nurse on the ground of any breach of the regulations, misconduct, or the unsatisfactory discharge of her duties, and

such Nurse shall forthwith return her uniform and badge, but before dismissal the Nurse shall be called upon for an explanation of her conduct, and allowed an opportunity of being heard in her defence.

52.—In general, but subject to modification by any Board of Management of a Local Association, or by any District Committee :—

(a) The nursing of patients shall be conducted under the direction of a medical practitioner;

(b) A nurse shall be on duty for eight hours daily. On Sundays she shall only attend cases requiring special or immediate attention;

(c) A Nurse shall be entitled to one month's holiday annually.

53.—A Nurse shall be responsible for all appliances and property lent, by the Local Association, or District Committee, to her patients.

54.—A Nurse, when not able to report personally to the doctor attending a case, shall do so in writing and shall on all occasions avoid leaving verbal messages with patients or their friends.

55.—A Nurse is not allowed, unless in cases of urgent necessity, to dispense charity or relief. She shall report all necessitous cases to the District Lady Superintendent, who will report the same to the Local Board of Management.

56.—The Nurses of the Victorian Order shall not proselytize.

57.—A Nurse who desires to terminate her engagement with the Order, for reasons other than illness, must obtain permission to do so from the Executive Council and must communicate her desire through the Secretary of the Local Association or District Committee by whom she is employed.

58.—A Nurse wishing to continue in the service of the Order, after the expiry of the stipulated two years' period, should make application to the Chief Lady Superintendent three months before the end of her engagement.

59.—Any Nurse who, at the conclusion of three years' satisfactory service, gives up working as a Victorian Nurse in connection with the Order, must return her badge to the Chief Lady Superintendent and will receive a bronze badge, smaller in size. The name of the recipient and the dates when she became and ceased to be a Victorian Order Nurse, will be engraved on the back of the badge.

60.—The Silver Badge of the Victorian Order of Nurses will be given to every District Lady Superintendent provided her appointment ha· the approval of the Executive Council.

61.—A Silver Badge, smaller in size, will be given on leaving to every District Lady Superintendent who has completed not less than three years' satisfactory service, dating from her appointment as a Victorian Order Nurse. The name of the recipient and the date when she became and ceased to be a Victorian Order Nurse will be engraved on the back of the badge.

Resolutions which Among Others were Passed at a Special Meeting held on January 4th, 1900.

At a special meeting of the Board of Governors of the Victorian Order of Nurses for Canada, duly called and held at 578 Somerset Street, Ottawa, on Thursday, 4th January, 1900 the following, among other resolutions were passed :

Moved by Mr. J. M. Courtney, and seconded by Rev. Dr. Hill, and resolved :

That the seal now produced by Dr. Gibson, one of the Honorary Secretaries, be adopted as the common seal of the

Board of Governors of the Victorian Order of Nurses for Canada.

Moved by Sir John Bourinot, seconded by Prof. Bovey, and resolved :

That the by-laws as amended at this meeting be adopted, and that the Secretaries be authorized to send a certified copy thereof to His Excellency the Governor General for transmission to the Right Honourable the Principal Secretary of State for the Colonies.

Moved by Prof. Bovey, seconded by the Rev. Dr. Hill, and resolved :

That the following Local Associations be continued and established at the cities named, and that the territorial limits within which the work of such Local Associations shall in general be carried on, be as follows, that is to say :—

PLACE.	TERRITORIAL LIMITS.
Toronto.	The City of Toronto and the County of York.
Montreal.	The City and District of Montreal.
Ottawa.	The City of Ottawa and the Counties of Carleton, Russell and Ottawa.
Halifax.	The City and County of Halifax.
Kingston.	The City of Kingston and the County of Frontenac.
Hamilton.	The City of Hamilton and the County of Wentworth.
Vancouver.	The City and District of Vancouver.

Moved by Rev. Dr. Hill, seconded by Sir John Bourinot, and resolved ;

That a Local Association be established at the city of St. John, N.B., and that the territorial limits within which

the work of the Association shall in general be carried on be the city of St. John.

Moved by Dr. Craik, seconded by Mr. Courtney, and resolved :

1. That the Canadian Medical Association be invited, in accordance with the Charter, to appoint two members to the Board of Governors.

2. That the following Provincial Medical Associations, Societies or bodies be invited to appoint each one member to the Board of Governors of the Order, in accordance with the Charter and by-laws of the Order :

(1). In the Province of Ontario: The College of Physicians and Surgeons of Ontario ;

(2). In the Province of Quebec: The College of Physicians and Surgeons in the Province of Quebec ;

(3). In the Province of Nova Scotia: The Medical Society of Nova Scotia ;

(4). In the Province of New Brunswick : The Council of Physicians and Surgeons of New Brunswick ;

(5). In the Province of Prince Edward Island: The Medical Society of Prince Edward Island ;

(6). In the Province of British Columbia : The College of Physicians and Surgeons of British Columbia ;

(7). In the Province of Manitoba : The College of Physicians and Surgeons of Manitoba ;

(8). In the North West Territories: The College of Physicians and Surgeons of the North West Territories.

3. That the attention of the several Medical Associations and Societies be called to the 3rd clause of the Charter and to the 2nd by-law, and that they be informed that any such member is eligible for re-appointment.

Moved by Sir John Bourinot, seconded by Prof. Bovey, and resolved :

That any Local Association desiring to be incorporated have authority at its own cost and charges to promote legislation in substantial conformity with the bill herewith submitted on behalf of the Committee on Legislation.

NOTE :—A copy of the said bill will be forwarded to any Local Association desiring to use it, on application to Dr. Gibson, Hon. Sec. Victorian Order of Nurses, Ottawa.

Moved by Rev. Dr. Hill, and seconded by Mr. Courtney, and resolved :

1. That it is desirable and expedient for the Board of Governors to publish an Annual Report of the work and proceedings of the Order, and that the President, Honorary Treasurers and Honorary Secretaries have authority to prepare and publish the same in each year, as soon after the Annual Meeting as may be convenient.

2. That in addition to any Reports of the Executive Council or of the General Officers of the Order, that it may be deemed desirable to publish, such Annual Report should include reports from each Local Association and District Committee of the Order, showing the work done by such Association and District Committee respectively, the progress made by it, and the moneys collected and expended by it, with a complete list of the subscribers.

3. That for that purpose each Local Association and District Committee should cause, and it is hereby requested, as early after the thirty-first day of December in each year as possible, to cause to be prepared and sent to one of the Honorary Secretaries of the Order, reports upon the work of the year then completed, from the following officers or members of the Association or District Committee :—

- (a) A report from the President or Chairman of the Association or Committee;
 - (b) A report from one of the doctors who are members of the Association or Committee or interested in its work;
 - (c) A report from the Treasurer of the Association or Committee showing the moneys collected and expended during the year, and the amount on hand at the end of the year duly audited as provided by the by-laws; and also a full and complete list of all the subscribers to the funds of the Association or Committee; and
 - (d) A report from the District Lady Superintendent, Head Nurse, or nurse, as the case may be, employed by the Association or Committee.
4. That the Executive Council be instructed to prepare annually and to lay before the Annual Meeting of the Board of Governors a detailed estimate for the ensuing year of the probable expenditure of the Order for purely administrative and official purposes, said estimate to be forwarded to the Governors individually at least ten days before the said annual meeting.

